

SCHOOL DISTRICT #22 (Vernon)
JOB DESCRIPTION

Position: Trades - Electrician
Job No: 316

POSITION SUMMARY: Under the supervision of the Maintenance Manager, the incumbent will perform duties related to the maintenance, repair, alteration and installation tasks, including renovations and modifications on electrical, controls and electronic systems.

POSITION DUTIES AND RESPONSIBILITIES:

- Install, modify and maintain a variety of electrical systems and equipment including lighting, alarms, appliances, communication systems, motors, etc.
- Prioritize and plan work, selecting appropriate construction techniques, equipment and materials to achieve the objective of projects/work orders.
- Test and service alarms and control systems.
- Liaise with administrators, teachers, managers and supervisors to determine specific needs.
- Liaise with other trades to ensure the projects/work orders are completed safely, accurately and in a timely manner.
- Order supplies and equipment as required to perform duties.
- Perform all work in accordance with applicable statutes, regulations and codes, including District safety procedures.
- Maintain tools, equipment and a clean, safe work environment.
- Coordinate and schedule the day-to-day work of trades helpers occasionally, delegating tasks and monitoring output.

REQUIRED EDUCATION AND EXPERIENCE:

- Grade 12.
- Interprovincial Trade Certification as an electrician which includes an in-class training component of 1200 hours (40 weeks) and 171 weeks (6000 hours) of apprenticeship training.
- Must possess and maintain a valid B.C. Class 5 Driver's License.
- Field Service Representative (FSR) certification is an asset.

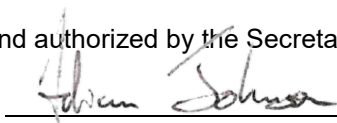
REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Ability to understand and effectively carry out oral and written instructions
- Ability to read and interpret blueprints, schematics, work sketches and specifications
- Thorough and current knowledge of the standards, practices, regulations, methods, tools and equipment of the trade.
- Ability to perform a variety of skilled tasks in the repair, fabrication and maintenance of parts and equipment.
- Ability to use courtesy, tact and discretion to deal with or settle requests, complaints or clarification of information.
- Ability to use judgement and initiative in identifying, adapting, and applying procedures and approaches to address unusual problem situations and resolve most conflicts.
- Physically capable to perform the duties of the job.
- Basic working knowledge of computers.
- Ability to work with minimal supervision.

This description contains the elements necessary for the identification and evaluation of the job. It is not an exhaustive list of the duties to be performed. Duties not listed should not affect the evaluation.

Approved and authorized by the Secretary-Treasurer or designate:

Signature: _____



Date: May 2, 2022

Revised April 2022